



**Maryland**  
Energy  
Administration

**Larry Hogan, Governor**  
**Boyd K. Rutherford, Lt. Governor**  
**Mary Beth Tung, Director**

## **POLICY INTERN – LEGISLATIVE AFFAIRS**

Join the Maryland Energy Administration (MEA) as we transform energy for the State of Maryland. This is a Legislative Intern position at MEA for the 2018 Maryland general assembly (January through April 2018). As a member of the MEA government affairs team, you will have an opportunity to work on the cutting edge of shaping and implementing Maryland’s energy policies to help the State become more competitive, innovative, and affordable. We are looking for the best and the brightest individuals to join the team to make Maryland one of the nation’s leaders in affordable, reliable, and cleaner energy.

### **Responsibilities:**

- Conduct research on energy issues in the State to inform MEA legislative initiatives, testimony, and other public-facing communications.
- Manage a legislative calendar, schedule meetings, and track relevant bills for the Agency.
- Read and interpret proposed legislation, as well as provide analysis concerning how proposals interact with existing Maryland law.
- Attend official meetings on behalf of MEA and assist other Agency teams and initiatives as necessary.

**Qualifications:** Candidates should be pursuing a J.D. and/or have at least a bachelor’s degree in economics, political science, public policy, or a related field. Course work or prior experience may also be considered in lieu of a degree. Experience with legislative affairs and energy policy is preferred, but not required. Applicants should be available December 2017 through May 2018.

**To Apply:** Send a cover letter, resume, and writing sample by email with “Policy Intern – Legislative Affairs” in the subject line to [Jobs.MEA@maryland.gov](mailto:Jobs.MEA@maryland.gov). Candidates will receive notification of receipt; however, only the top candidates will be invited to interview for the position.

**Salary:** This is a full-time contractual internship position and receives a stipend during the course of employment. As a Maryland state contractual position, this position does not accrue full benefits.